



IG Newsletter

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FAMILY CARE PLANS

By SFC Matthew Weegens

The Family Care Plan (FCP) program is a real lifetime deployable issue for single soldier parents, dual military couples, pregnant soldiers, and soldiers that have part-time custody of a child or children. Family Care Plans are the unit commander's tool to ensure that all soldiers can deploy with little notice and know that their family will be taken care of while they are gone. The key to a great FCP is having the appropriate forms filled out properly and in the correct time frame. Additionally, it is imperative to ensure that all personnel involved know what is expected of them.

The real reason for FCPs is for the unit commander to feel certain that in times of unit deployments there will not be a sudden problem with who will watch over the family when the soldier is gone. Although there is no regulatory mandate that commanders test FCPs, it is a good idea to do so before an actual deployment.

A few good ways to test FCPs are by calling the long-term care provider, actually speaking to them, and seeing if that person understands what is expected of them. Commanders may also use local field exercises to test FCPs as well as local quick-call alerts to see if FCPs are working with the short-term care provider.

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INTELLIGENCE OVERSIGHT

By SFC Martha McClelland

It's the mission, stupid! Sometimes there is a simple answer to what otherwise may seem a complex and intractable problem. At the national level, the answer is often the economy hence the saying: "It's the economy, stupid!" In the world of intelligence oversight, an analysis of the issue often quickly brings the right answer.

Recently we were posed the question whether or not the S2 shop in a Military Police (MP) brigade can support the brigade's law enforcement function in the continental United States (CONUS). More specifically, can the Military Intelligence (MI) personnel in the S2 shop, primarily order-of-battle analysts with a Military Occupational Skill (MOS) 96B, maintain a database and analyze domestic threat information on United States-based extremists organizations?

It is the responsibility of law enforcement agencies to disseminate domestic threat information. The soldier posing the question wanted to know if the law enforcement agency, the S2 shop of an MP brigade, could collect, retain, and disseminate information on US personnel in support of the brigade's law enforcement mission?

Think about this before you read the solution. Conduct a mission analysis and then answer yes or no. The answer is no. The S2 shop cannot collect information on US personnel in support of the brigade's law enforcement activities.

In fact, there is no such thing. An MP brigade within a corps does not conduct law enforcement activities in CONUS. It does not have a law enforcement mission. As is often the case, the question itself incorporates a fundamental misconception. Just because the MPs have a law enforcement function does not mean that a corps MP brigade is a law enforcement agency.

The Table of Organization & Equipment, TOE 19472L000 for the headquarters of the brigade, of which the S2 shop is part, only gives it a combat, combat support, and combat service support mission. The brigade does not conduct combat operations in CONUS. It has military intelligence personnel just like an infantry brigade in order to support the brigade's combat operations to collect, analyze, and disseminate information on a foreign area or enemy.

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(FAMILY CARE PLANS - Con't)

Soldiers that must have FCPs are single parents, dual military couples, and divorced parents that have custody of their children for any length of time during the year. Although not a requirement, it is a good idea that all soldiers have an FCP even if their spouse may live with them and is not in the military.

Army Regulation 600-20, Army Command Policy lists seven different forms that must be included in a FCP. The first form that starts the rest of the packet going is the DA Form 5305-R, Statement of Understanding and Responsibility. Soldiers have 30 days to complete the FCP. The commander may extend the deadline an additional 30 days if the packet is not complete or it is unworkable. The DA Form 5305-R must be re-signed annually, preferably during the soldier's birth month, according to AR 600-20.

Soldiers use DA Form 5304-R, Family Care Counseling Checklist, as soon as they know that they are pregnant. The counseling may be delegated to someone else to do but the commander must sign the form. Pregnant soldiers must begin a FCP no later than 90 days before their expected delivery date and complete the FCP not later than 60 days prior.

Next, is the DD Form 1172, Application for Uniformed Service Identification Card DEERS Enrollment, which is good for 90 days without getting an identification (ID) card. If the dependent has a valid ID card, it is not necessary to have a blank DD Form 1172.

The DD Form 5841, Power Of Attorney, must properly empower the care provider to care for the needs of the child from a legal standpoint. The power of attorney should specifically list all that the care provider can do while entrusted with the care of the child.

The DD Form 2558, Authorization to Start, Stop, or Change an Allotment for Active Duty and Retired Personnel, is also included in the packet. It is used to provide financial support to the care provider in case of deployment. This form must be filled out and ready to use in the event the soldier deploys.

Next is the DA Form 5840-R, Certificate of Guardian or Escort, which the guardian or escort signs accepting the responsibility for the child. This form must be notarized and contains the address and signature of the guardian or escort.

Also included in the FCP is the letter of instruction to the guardian or escort. This letter should state step-by-step what the care provider is to do in regards to medical, financial, scholastic, and any other special instructions concerning the child or children.

Family care plans are a great tool to avoid serious disruptions during the increased operational tempo of a deployment. When completed properly, a FCP will assist both the commander and the soldier.



CIVILIANS AND THE INSPECTOR GENERAL

By Mrs. Nancy Mantooth

So... who can go see an Inspector General (IG)? Of course, everyone knows that soldiers can (and will). What about civilians? What is a civilian? What can an IG do for them?

There are three categories of civilians: government employees (GS-civilians); family members (military-civilians); and just plain old civilians, including contractor personnel (civilian-civilians). Each group has its own special concerns, as well as methods of handling. What lumps all three groups together, and separates them from each other, are the rights each group has concerning the Office of Inspector General.

Bottom line -- **anyone** can make a complaint to the IG Office. The IG will investigate any complaint or concern raised at any time by any concerned individual. The thing that all three groups of civilians have in common with soldiers is that right to come to the IG for help.

What sort of complaints do civilians come into the office with? It varies. Military-civilians are primarily concerned with quality of life issues - housing, installation support facilities, and support (or non-support) by current or (soon-to-be) former military spouses. GS-civilians have many of the same concerns as soldiers - pay, leave, supervisory disputes, and working conditions. Civilian-civilians can come to the IG for help with anything - often they do not know enough about the Army to even know where to start in solving their problems. Again, all can need assistance with any military organization that interacts with the general population.

The greatest difference between the categories of civilians is the treatment they receive during an investigation. GS-civilians must cooperate with an investigation in the same manner as soldiers. Civilian-civilians can only be requested to cooperate if they desire. Contractors, even though classified as "civilian-civilians", may be required to cooperate with an IG investigation if it is written into their contract. Military-civilians require more delicate handling. They cannot be required to cooperate with an investigation, but if they are a problem they can be barred from post or other administrative actions may be taken against them.

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SPECIAL POPULATION PHYSICAL TRAINING

By SFC Robert Williams

In the past there have been several instances where a soldier will call our office and state that he/she is being put on remedial physical training twice a day because he/she has a profile limiting them from normal participation in the units regular program.

First I want to break down the three categories of special fitness programs that are listed in Field Manual 21-20, Physical Fitness Training. They are **APFT failures**, **overweight soldiers** and **soldiers with profiles**. Many soldiers believe the reason they are put on remedial physical training is punishment for not meeting the standard (180 overall score with 60% in each event). All soldiers should be encouraged to try to excel above the minimum but some will never max the Army Physical Fitness Test (APFT). Should we chastise them for this? The answer is no. We should punish or chastise soldiers for failing to meet the standard while encouraging them to do better. **There must be a positive approach to all special fitness training.**

The first category that we will talk about is APFT failures. Each soldier must be evaluated as to why he is failing. It could be that he is injured without knowing it, had a bad day at the time of the test, or is just plain outright trying to get out of the Army for failing the test. Soldiers with reasonable levels of physical fitness should easily be able to pass the test; however, soldiers who fail the APFT must receive special attention to overcome individual weaknesses. The quality, not just the quantity of the workout should be emphasized. Two-a-day sessions, unless designed extremely well, may be counter productive. More PT is not always better. Commanders must ensure they have a viable physical fitness program that sustains the readiness of their units. Processing a Chapter action on a soldier for APFT failure should only be a last resort.

The second category is overweight personnel. Commanders are befuddled why their soldiers are overweight. They routinely ask themselves, "What is wrong with my program? How can one of my soldiers become overweight?"

Well, answers like that come from within. Soldiers may have medical problems, depression, or something going on in their lives that trigger them to eat excessively and therefore gain weight, and last but not least some do it to see if the commander will put them out of the Army. Again answers to these questions will a lot of times be answered by just knowing your soldiers. Commanders should use their assets as far as Master Fitness Trainers to help soldiers with the physical part of losing weight, and

dietitians from the hospital should be used for diet programs with guidance for the glide path for their personnel to achieve their weight goals. The absolute last resort would be the administrative way of helping someone to lose weight, and we all know what that is. The mighty chapter.

The third and final category is soldiers with profiles. Personnel identified with medically limiting conditions will be placed in a physical fitness program consistent with the limitations as advised by medical authorities. Now does this mean just because a soldier is on profile that he can become overweight? The answer is no. Does this mean that because the soldier is on a profile that he/she is limited from doing certain things with the unit to the point that they are in danger of failing their semi-annual APFT? Again, the answer is no. The solution is simple, have your Master Fitness Trainer design a program that is worthwhile for the soldier and, as stated above, not counterproductive to their overall well being. Do not discourage a soldier who has a profile. Legitimate injuries require time for recovery. If in doubt of the validity of a profile or you are not quite sure what the limitations are for your soldier, contact the health care provider who issued the profile. Resolve the confusion and work together to get the injury healed. Leadership will play a very important part in the overall process of a soldier getting back up to speed and joining back up with the rest of the unit.

Bottom line, think about what you are doing to the soldier. Are you helping them or tearing them down? The old leadership saying goes, you can't push a piece of spaghetti anywhere, but you can pull it everywhere.

Keep your special population physical training in perspective. Be smart about your program and above all be positive about it. If a soldier feels his or her leader cares one bit about them, then they will try their absolute best to recover and get back to the normal streamline of everyday soldier life.



GSA MOTOR VEHICLES TIME TO TRIM THE FLEET

By MAJ John Duncan

We recently completed a quick-look inspection on the motor vehicle fleet managed by General Services Administration (GSA) on Fort Polk. The CG asked us to verify whether the fleet manager and end users were in compliance with appropriate rules and regulations, to determine if monetary savings were possible, and to validate whether any actual or perceptions of abuse existed. We spent the month of January interviewing the GSA staff, as well as military and civilian personnel on the installation.

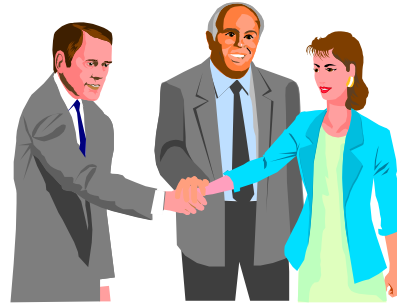
The fleet manager and end users were in compliance with the rules and regulations governing GSA vehicles. Further investigation revealed that there were great potential savings to be had by managing the fleet closer. For example, out of a sample of 65 sedans, 39 did not meet the mileage criteria as prescribed by the GSA. Using mileage as the sole criteria, we could theoretically remove 39 sedans from the fleet. This one move would result in over \$100,000 savings.

Lastly, we found only one case of actual abuse and a tremendous "perception of abuse" problem on Fort Polk in regards to GSA vehicles. One directorate was maintaining a full-size sedan in violation of Army regulations. Out of a fleet of 742 vehicles, 1 violation is actually an outstanding track record. But, the real problem we are dealing with is perception of abuse mainly caused by sport utility vehicles.

Sport utility vehicles (SUVs) are the rage these days. When the regulation was written forbidding large luxury sedans, SUVs did not exist. Yes, we had carryalls and four-wheel drives back then but they didn't come with leather; power seats, windows, & door locks; rear air conditioning; and the other accouterments we find on SUVs today.

In the very near future, a Process Action Team (PAT) will conduct a comprehensive review of GSA vehicles on the installation. Mileage criteria and the unique needs of the user will be critical factors in determining what stays and what goes. SUVs will be greatly suspect during the PAT. The bottom line is that SUVs not being used on a regular basis to haul large amounts of personnel and cargo will potentially be eliminated. The installation Deputy Commander will be the final approving authority for the recommendations made by the PAT.

So, there you have it. In a nutshell, you can expect changes to the GSA motor vehicle fleet on the installation in the very near future. Streamlining the fleet is only one of the many cost-saving measures coming down the pipe in this era of austere budgetary working environments.



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(CIVILIANS AND THE IG - Con't)

Dealing with civilians differs with the group they fall under. Interactions with civilian-civilians can affect the public view of the Army. Their concerns often are spread far beyond this post's boundaries and must be taken very seriously. Disgruntled military-civilians often influence retention rates for the Army. Their concerns must be taken very seriously. GS-civilians who have problems can influence the daily activities of the installation. Their concerns must be taken very seriously.

If this is beginning to sound like a broken CD, it is. Just the same as soldiers, all civilians who come to the IG will be assisted to the best of our abilities. Knowing how to assist varying groups of people with their concerns is all part of the IG job.

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(INTELLIGENCE OVERSIGHT - Con't)

Force protection in CONUS is primarily an installation function, not a combat function. The focal point in CONUS is the installation Provost Marshal. While he may also be the MP brigade commander and employ military police on the installation, he is not doing this wearing his brigade commander's hat. He is discharging an installation function.

Installations are often augmented with law enforcement and force protection teams under Table of Organization & Equipment 19517AA-AF00. There are no military intelligence personnel in this TOE, but there are criminal intelligence personnel. Military intelligence is not criminal intelligence. What is the difference? We will address this in a future article. Stay tuned.

SUBMITTING AN INSPECTOR GENERAL ACTION REQUEST

By SFC Tommy Edwards

Everyone within the command environment has the right to submit a complaint, allegation, or request for assistance to any Department of Defense Inspector General (IG) concerning matters of Army interest. In the IG community, a complaint, allegation, or a request for assistance is called an Inspector General Action Request or an IGAR.

It is a right, not a privilege, for a complainant to request assistance from the IG. It is a violation of Army Regulations and United States law to prohibit or restrict an individual from seeking assistance from the IG.

When practical, commanders and directors will afford military and civilian employees the opportunity to present complaints, allegations, or requests for assistance in person to an IG during normal working hours. When this is impractical, the commander or the director will allow the individual to set up an appointment with an IG that will not conflict with the mission of the unit or directorate.

Staff personnel within the IG office will always encourage the individual to first discuss complaints, allegations, or requests for assistance with their commander, chain of command, or director as provided in Army Regulation 600-20, Army Command Policy. It should be noted that the complainant does not forfeit their right to seek assistance through the IG by not discussing the issue with the command. The IG will accept the request for assistance unless the complainant has some other specific redress procedures that are available. In cases where there is an appeal process and the soldier has not used the process, the complainant will be given the information needed or directed to the appropriate agency to assist them in filing the appeal. In cases where the issue may be better addressed by the chain of command, the complainant will be encouraged to take the issue to the next level of command for resolution.

DISCLAIMER:

The Secretary of the Army has determined that the publication of this periodical is necessary in the transaction of the public business as required by law of the Department. The views and opinions expressed in this newsletter are not necessarily those of the Department of the Army or of the command, but wherever possible, are supported by referenced Army regulations, policies or procedures.

When the complainant is referred back to the chain of command or another agency for assistance, a follow-up with the complainant will be done to ensure their concerns were addressed. All IGARs will result in a final response to the requester except in cases where the IGAR is submitted anonymously.

Commanders and directors can not take adverse personnel actions against a complainant based upon a protected communication to an IG. Leaders that take or withhold personnel actions based upon a protected communication are in violation of the Whistle-blower Protection Act and are subject to punishment under the Uniform Code of Military Justice.

When adverse actions are taken against an individual who has had protected communication with the IG, the adverse action can easily be construed as reprisal. Subsequently, the adverse action may be reason enough to initiate an investigation to determine if the adverse action came as a result of the protected communication.

IGARs are a daily occurrence at the Office of the Inspector General at Fort Polk. Commanders and directors alike can take comfort in knowing that the IG staff is committed to fixing problems at the right level balancing the rights of the individual with the integrity of the chain of command.



TRAINING MEETINGS

By SFC Ward Miller

Training management is the process used by Army leaders to identify training requirements and then to plan, resource, execute, and evaluate training. The training meeting is an essential element of the training management process. Training meetings are held by leaders to review past training, plan and prepare for future operations, and exchange timely information between participants.

The company commander is the training manager at the company level. Historically, the commander is responsible for the unit successes and failures. This is especially true for training. Company commanders personally train platoon leaders with their platoons. It is imperative that they evaluate section, squad, team, and crew leaders with their respective units. If training needs to be scheduled, it is the company commander's responsibility to see that it is put on the training schedule.

The training meeting is a high priority mission for the leadership of a company. Training meetings are held each week and should be conducted on a regularly scheduled basis. Attendance for selected leaders is mandatory and should include the executive officer, first sergeant, platoon leaders, platoon sergeant, maintenance team chief, supply sergeant, and other key & essential personnel, as deemed necessary by the commander.

Just as in combat, soldiers need to be properly equipped for training meetings. The key to success is that leaders must have everything at their fingertips so that they can effectively participate in the meeting process. Leaders should do their homework and bring to the meeting all training resources necessary to provide essential coordination. It is important to listen when it is time to listen and leave all one-on-one discussions for after the meeting.

There are three phases to company training meetings. The three phases are completed training, near-term training, and short-range training. Commanders begin the meeting by discussing the training conducted since the last meeting. They progress through pre-execution checks for their near-term training and finish off by discussing future training.

In the completed training phase, platoon leaders and platoons sergeants assess collective and soldier training since the last training meeting. This assessment is a detailed go or no-go snapshot of all training conducted by the platoon. The sources of the platoon assessment may be formal, such as a platoon training evaluation extract from an Army

Readiness Training & Evaluation Plan (ARTEP) or informal, such as comments gathered from an after-action review. This part of the meeting should be kept to about 15 minutes.

Near-term training is the next step in the training meeting process. The purpose of near-term training is to apply new command guidance. Command guidance usually comes in the form of new or unscheduled requirements. Commanders must limit the discussion of new command guidance to training related issues.

One of the most important parts of the training meeting is the discussion of pre-execution checks. Pre-execution checks include the informal planning and detailed coordination conducted during the preparation for training. The discussion during the near-term training phase should last about 30 minutes.

Before planing short-range training, the commander must first check the battalion long-range training calendar. Any events indicated on the battalion calendar or found in command training guidance are put on the company-level training schedule first. After these events are accounted for, the commander can then begin planning company training. This part of the meeting should last about 15 minutes.

Some of the tools for success include TC 25-30, The Leader's Guide to Company Training Meetings; FM 25-100, Training the Force; FM 25-101, Battle Focus Training; and the quarterly training guidance from post, brigade, and battalion level.

The key is for the commander to achieve the meeting objectives as quickly and efficiently as possible. Forging a trained and ready force begins with the company and the platoon. A quality Army gets its legs at the platoon and company level. They have more to do with a trained and ready Army than anything else we have. Company training meetings are integral to a well-trained and ready Army.

